

June 16, 2015

TO: Claudia Hazelhurst
FROM: Laura Conant
RE: Job Audit – Wastewater Services Manager

Background

A request was submitted by Dan Tonello, and approved by Greg Lanning, to have a job audit conducted for the Wastewater Services Manager position. Dan provided a detailed memo regarding the reasons for his request which are more related to the accuracy of the internal alignment and benchmark than to changes in responsibilities, therefore a new JAQ was not requested.

The Wastewater Service Manager is currently aligned in the Streets and Solid Waste Manager benchmark with an internal alignment equal to the benchmark. The Water Services Manager is also equivalent. The incumbent feels that the education required and the regulatory and supervisory responsibilities of his position are at a higher level than the benchmark and therefore the internal alignment should be adjusted upward. The incumbent suggests the position should be benchmarked with the Engineering Manager due to similarities in responsibilities.

Review of Responsibilities

The Wastewater Services Manager is responsible for treatment plant operations and maintenance, sewer collection system maintenance, wastewater laboratory (new in 2015) and the industrial pretreatment program. There are 5 supervisors reporting to the position plus two half-time administrative staff and the safety coordinator (shared with Risk Management). The total span of control is 39.25 employees. Wastewater Services is the largest of the divisions in Public Works. The attached memo from Dan details the specific responsibilities and education requirements of his direct reports.

The three utility managers and the Engineering Manager report to the department head. The positions are considered "management" due to the fact that they manage staff and functions through subordinate supervisors. They require financial responsibility for managing a specific fund (including General Fund for Streets) and generate revenue to cover cost of operations (with the exception of Streets and Stormwater). They all deal with regulatory compliance in some form.

In comparing educational requirements of the positions, both the Wastewater Services Manager and the Streets and Solid Waste Manager require a Bachelor's degree. The Water Services Manager requires an Associate's degree. Both the Water and Wastewater Managers also require additional State issued certifications.

Dan's memo includes a chart comparing education requirements of staff supervised. One of the factors in compensation analysis is the number, type and diversity of people supervised. The education level

required of the subordinate staff is more of a consideration in scope or complexity of work. The work performed in the wastewater and water treatment plants and laboratory operations is more technically complex and requires a higher degree of education than the field operations in streets and solid waste.

Market Comparison

Market surveys tend to combine the water and wastewater management positions in the same benchmark for collecting survey data. This is due to the fact that not every City has both utilities because of the prevalence of water and wastewater districts in the front-range. MSEC surveys the "highest level in the water/wastewater treatment plant". The MSEC data was refined to only include those managers responsible for managing a municipal wastewater plant with comparable functions resulting in 7 matches. The 2014 data shows that our current salary is 1.23% above market. Assuming the market moved upward in the front-range in 2015, it is likely that our salary is very close to market at this point.

Benchmark Comparison

The job families in our pay plan are groups of jobs in a similar industry which are likely to reflect the market for that industry as well as the promotional path employees might take. While the Engineering Manager also reports to the Public Works Director, it is in the Engineering job family which is tied to market by the Project Engineer benchmark. Only engineering related jobs are in this benchmark. Because the jobs in the Public Works and Utilities Management job family have more similarities in terms of the type of industry and supervision, the Engineering job family is not recommended for the Wastewater Services Manager.

The Streets and Solid Waste Manager (benchmark), Water Services Manager and Wastewater Services Manager are compensated at range 120, \$102,732 (proficient). The Engineering Manager is at range 130, \$116,328 (12.5% difference). The internal alignment of the Engineering Manager has been established with market data.

In the past, we also had a Utility Manager which was internally aligned at a level 10% above the benchmark. That position was eliminated in 2014 and the position's responsibilities absorbed by the department head and/or division managers.

Recommendation

With market data supporting the current level of compensation, we would need to rely on internal alignment, which is more subjective, in order to recommend a change in compensation for the Wastewater Services Manager. The department head will know best his sense of "internal worth" of the position relative to the others in the benchmark. The incumbent's comparison of the Streets and Solid Waste Manager to his own position does accurately reflect differences in certification requirements, types of employees supervised and the significant regulatory responsibility which could be considered compensable. I am recommending that the department head have the latitude to increase the compensation by 5% however, he will want to consider whether the historical relationship of the Water

Services Manager being equivalent would be maintained. Employee morale and the history of internal conflicts between the utility divisions may also be a consideration and something that would have to be addressed if a change were made. Other history to consider is the fact that the Streets and Solid Waste Manager has been assigned additional responsibilities in the past, such as managing TRCC for a period of time under the direction of the previous City Manager, without receiving any additional compensation.

If the internal alignment of the Wastewater Services Manager was increased by 5% the annual budget impact would be \$5,970 to fund 902.

Memorandum

Date: March 16, 2015

To: Greg Lanning, Public Works Director

From: Dan Tonello, Wastewater Services Manager

Re: Job Audit Request

Summary

The purpose of this memorandum is to request that a Job Audit be performed on the Wastewater Services Manager (WWSM) Position. The audit is being requested based on the higher educational requirement, professional licensure requirements, diversity of the WWS division and the professional level of staff supervised. Currently the WWSM position is benchmarked off the Street Manager position. Although the Street Manager position is a very important position, it does not share the regulatory responsibility, nor does the benchmark position supervise a staff of required-degreed professionals.

Overview

The WWSM position requires a four year college degree; a State of Colorado Class "A" Wastewater Certification, which requires a four year apprenticeship; a State of Colorado Class 4 Collections Certification, which also requires a four year apprenticeship; and five years of increasingly responsible management experience. In short, the WSM is required to have a four year college degree and two additional licenses that together mandate eight years of experience to even qualify to take the State professional certification examinations. These requirements far outweigh the college degree requirement associated with the Streets Manager Position.

The WWSM is responsible for complying with all the regulatory, financial and managerial requirements associated with the operation of the wastewater system, five subordinate supervisors and 35 staff members. The 2014 Wastewater Division's operational budget was comprised of over 12 million dollars in revenue and over 13 million dollars in expenditures, all of which are the sole responsibility of the WWSM position.

Areas of Responsibility

The Wastewater Division is comprised of five major areas of responsibility. These areas include Treatment Plant Operations, Treatment Plant Maintenance, Sewer Collections System Maintenance, Environmental Wastewater Laboratory and the Industrial Pretreatment Program.

Treatment Plant Operations: The Persigo Wastewater Treatment Facility is staffed by one Operations Supervisor and 7 State of Colorado professional licensed operators. These individuals are categorized by the State of Colorado as "Certified Water Professionals" (CWP). As previously mentioned, each of these individuals are required to perform a minimum four year apprenticeship and pass four State licensing examinations before receiving their Class "A" wastewater operator certification. The WWSM is responsible for staying abreast of all regulatory wastewater requirements, providing guidance to the Operations Supervisor and staff regarding the day-to-day

operation of the facility. The Wastewater Facility receives at a minimum one regulatory inspection per year from the Colorado Department of Health & Environment (CDPHE).

Treatment Plant Maintenance: The Persigo Maintenance Division is staffed by one Maintenance Supervisor and 7 staff members who are responsible for over four hundred individual pieces of equipment at the treatment facility. The maintenance staff is comprised of two Electronic Specialists who are required to hold an Associate's degree from an accredited College, one Journeyman Electrician who is also required to have an Associate's degree, and four Plant Mechanics.

Sewer Collections System: The Persigo Collections System is staffed by one Collections System Supervisor and nine licensed collection system CWP's. The Persigo wastewater collection system is comprised of over 500 miles of sewer collection piping and over 30 pumping stations.

Safety Programs Coordinator: The Safety Programs Coordinator oversees and coordinates Safety Program services and activities within the Persigo operation as well as in other City departments. The WWSM works with the Safety Coordinator to minimize wastewater worker injury and property damage evaluate wastewater safety training requirements, implement safety program goals and objectives and inspect wastewater facilities for compliance with mandated safety regulations.

Industrial Pretreatment Program (IPT): The IPT program is staffed by one Pretreatment Supervisor of this program, who is required to have a Bachelor's degree from an accredited college, and two Industrial Pretreatment Specialists, who are also required to have a Bachelor's degree. The IPT program is a federally USEPA-mandated program that is responsible for enforcing all discharges associated with industrial and commercial users as required by the Federal Clean Water Act. The WWSM is frequently involved in administering enforcement actions and negotiating the implementation of pretreatment equipment. The IPT program is audited by the Environmental Protection Agency (EPA) on an annual basis.

Environmental Laboratory: The Environmental Wastewater Laboratory, which is the largest environmental laboratory on the western slope of Colorado, is staffed by one Laboratory Manager, who is required to have a Bachelor's degree in chemistry, biology or microbiology; two Chemists, who are required to have a Bachelor's degree in chemistry, biology or a related science field; and five Lab Analysts, who are also required to have a Bachelor's degree in chemistry or science related field. The laboratory is required to perform Proficiency Testing on an annual basis to ensure the lab results produced are accurate and reliable.

Summary of Comparison of Professional Staff Supervised

As described above, the WWSM supervises a highly trained professional staff and a highly technical operation that is heavily regulated by the State and Federal governments. The WWSM is required to maintain educational and professional certification requirements in excess of those required by the Streets Manager Position, has a much broader and more diverse scope of responsibilities, is responsible for one of the largest operational budgets in the Public Works Division, and is responsible for several annual Federal and State Government audits.

Complexity and responsibility of WWSM is equivalent to Engineering Manager Position

It is my opinion that the WWSM position shares many more similarities with the Engineering Manager's position than with the Street Manager regarding professional educational requirements, professional staff supervised and diversity of responsibilities, as shown in the table below. Due to this, I believe the WWSM should be more appropriately benchmarked off the Engineering Manager position instead of the Street Manager position.

Comparison of Degreed Positions Supervised

WWS Manager position	Streets Manager position	Water Manager position	Engineering Manager position
Plant Electrician (1) - AS	N/A	Water Quality Specialist (1) - BS	Engineering Program Supervisor (2) - BS
Electronic Specialist (2) - AS			Project Engineer (6) - BS
IPT Supervisor (1) - BS			Engineering Specialist (1) - BS
IPT Specialist (2) - BS			
Laboratory Manager (1) - BS			
Laboratory Chemist (3) - BS			
Laboratory Analyst (3) - BS			
Total 13	0	1	9

Thank you for considering my request. If you need additional information or clarification please let me know.

CITY OF GRAND JUNCTION 2014 MARKET SURVEY

Plant Manager/Superintendent

Only matching those with wastewater treatment plants.

Highest level in Water/Wastewater Treatment plant. Manages the strategic operations and personnel of a water or wastewater treatment plant. Plans, develops and implements long range plans to meet community demands for future facilities. Develops the budget, monitors/approves expenditures, and makes investment decisions. Represents and promotes the plant operation with the community and governmental entities. May be a department head.

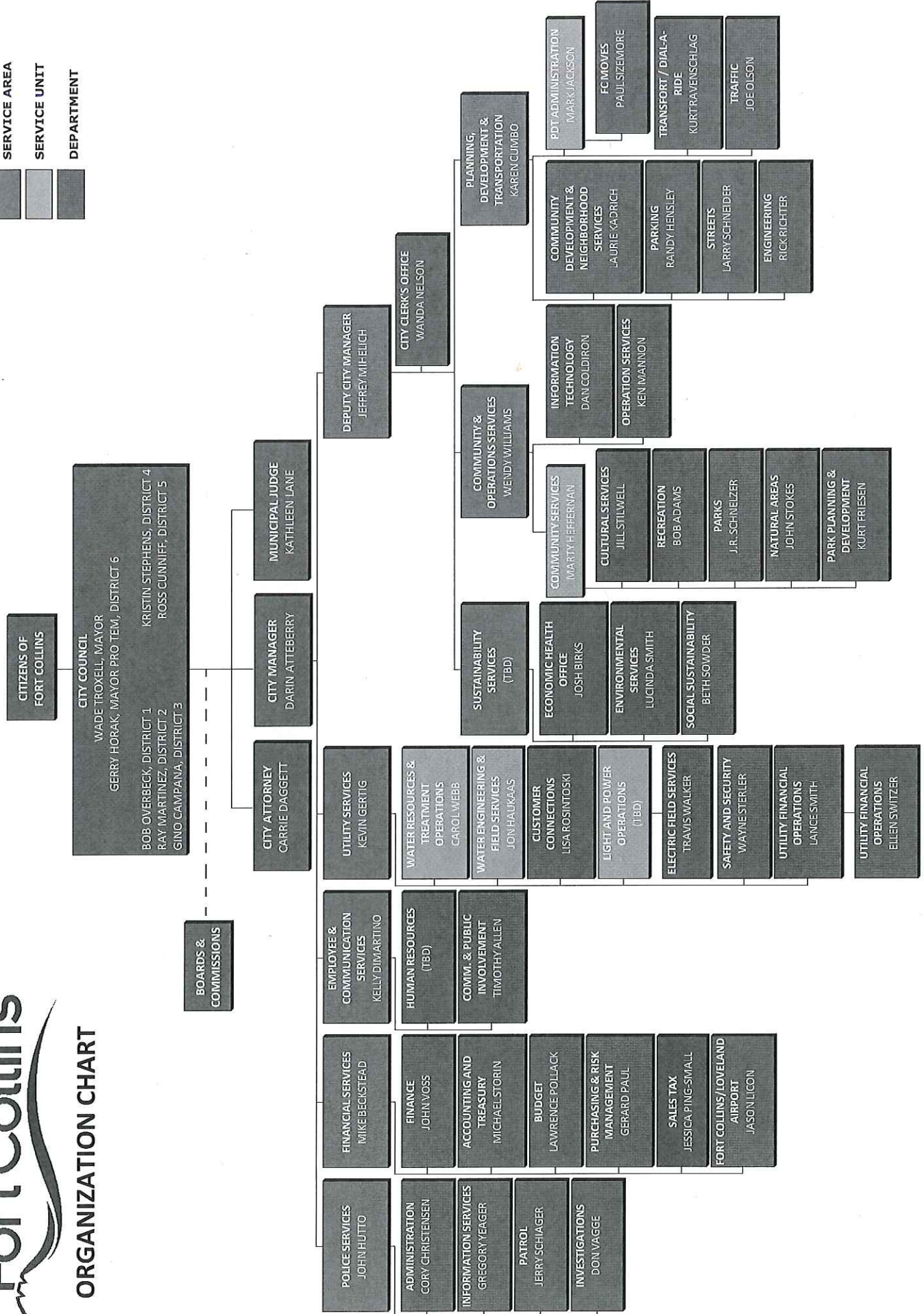
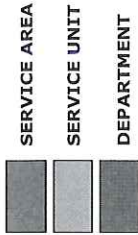
Entity	Position Title	Minimum	Midpoint	Maximum	Rank	Average Actual
Boulder	Wastewater Treatment Plant Manager	\$91,352	\$115,303	\$139,254	1	\$120,615
Longmont	Treatment Operations Manager	\$95,206	\$114,247	\$133,288	2	\$118,685
Fort Collins	Water Reclamation/Biosolids Manager	\$84,763	\$101,513	\$118,263	3	
Loveland	Wastewater Treatment Plant Manager	\$73,501	\$95,551	\$117,601	4	\$92,373
Broomfield	Superintendent (WW)	\$79,457	\$94,173	\$108,889	5	\$100,672
Pueblo	Wastewater Treatment Plant Superintendent	\$79,878	\$88,761	\$97,643	6	\$88,646
Greeley	WW Treatment Plant Superintendent	\$66,635	\$84,892	\$103,148	7	\$76,411
Grand Junction	Wastewater Services Manager (2015)	\$89,328	\$96,030	\$102,732		\$102,732

Median Midpoint Rank	4.0
Market Median Midpoint	\$94,862
GJ 2015 Midpoint	\$96,030
% GJ Above/Below Target	1.23%

\$99,567



ORGANIZATION CHART



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Tip #193

Turn off overhead and task lights when not in use.

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Fort Collins Utilities es una empresa proveedora de servicios públicos residenciales y comerciales con igualdad de oportunidad. No discriminamos en los términos, las condiciones o la provisión de servicios en base a raza, color, religión, sexo, discapacidad, estatus familiar o nacionalidad de origen.

Treating Wastewater

The water reclamation facilities, staffed by state-certified operators, use an array of physical, biological and chemical processes to treat wastewater. The facilities discharge to the Cache la Poudre River and Fossil Creek Reservoir. Effluent meets and exceeds state and federal regulations for water quality. The removed solids in the treatment process are digested to meet strict state and federal standards for organic and pathogen removal. These biosolids are dewatered and applied as a beneficial amendment at Meadow Springs Ranch.

In accordance with the City Environmental Policy (PDF 458KB), the Drake Water Reclamation Facility has implemented an Environmental Management System (EMS) to ensure we continue to meet and exceed regulatory requirements, prevent pollution in operations and foster a culture of continuous improvement related to environmental performance. We are currently seeking ISO 14001 certification for EMS.

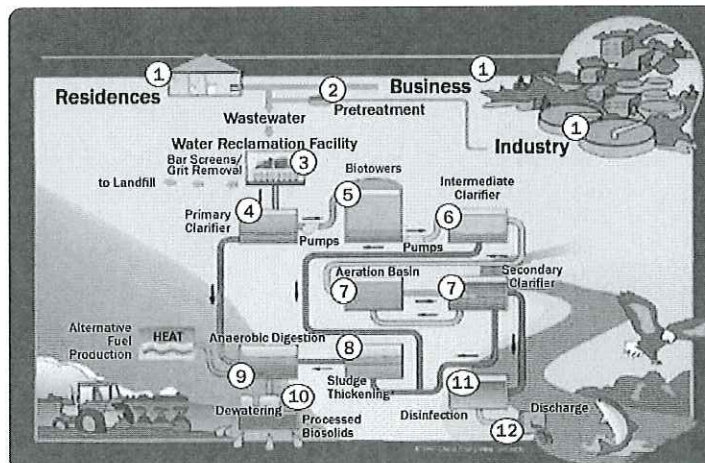
Awards

- Colorado Department of Public Health and Environment Environmental Leadership Program Silver Partner
- USEPA National Outstanding Plant Operations and Maintenance
- National Outstanding Pretreatment Management

The Mulberry Water Reclamation Facility project was completed in March and fully operational as of July 2011. The treatment process incorporates fine screening, three-stage biological nutrient removal with a state-of-the-art aeration process, biological odor control and pumping. The plant utilizes ultraviolet disinfection, a more sustainable alternative to traditional disinfection methods.

Wastewater Treatment Process


Click on the numbers located on the map to read a description of each major section of the process.



Boulder

Wastewater Treatment



The 75th Street Wastewater Treatment Facility  is designed to treat more than 25 million gallons of wastewater per day in a 20-hour, multi-stage treatment process.

- Currently, it treats approximately 12.5 million gallons per day and discharges a high-quality effluent (treated wastewater) to Boulder Creek.
- Wastewater is treated using several different treatment processes, including:
 - physical;
 - microbiological;
 - chemical; and
 - biosolids.
- Treatment includes disinfection of harmful bacteria, viruses and protozoa.
- Many samples are collected from the effluent discharge to ensure that the discharge is meeting or exceeding the permit that has been issued by the State of Colorado.
- The City of Boulder is regulated under permit number CO-0024147 issued by the Colorado Department of Public Health and Environment (CDPHE).

The facility essentially recycles used water and returns it to nature by discharging treated wastewater back into Boulder Creek.

Programs

- Dental Amalgam Management
- Grease Management
- Industrial Pretreatment
- Silver Management
- Stormwater Quality

Technology

- City Awarded \$1 Million in Grants
- City Using Ultraviolet Light Technology
- Solar Electric System
- 75th Street Nutrient Compliance Study 
- Pollutants of Concern

Contact

Phone - 303-413-7340

During the past four years, the one-megawatt solar photovoltaic system at the Wastewater Treatment Facility has generated more than six million kilowatt-hours of electricity, saving utility ratepayers more than \$200,000. The system began generating clean, renewable power in August 2010 and has operated efficiently and reliably ever since, producing about 14 percent of the facility's annual power needs.

The city's main Water Quality Laboratory and Industrial Pretreatment Program are also located at the Wastewater Treatment Facility.

Wastewater Treatment Facility Informational Brochure 

Boulder's Wastewater: Past and Present 

Wastewater Treatment Videos

Address - 4049 N. 75th Street

Schedule a Tour

03:22



HD





WW TREATMENT SUPT

Class Code:
1120

Bargaining Unit: Professional

CITY OF GREELEY

SALARY RANGE

\$0.00 Annually

JOB SUMMARY:

This position is responsible for the management and operations of the Wastewater Treatment Facilities, which include preparation of budgets, contract administration, supervision of personnel and preparation of necessary documents and reports.

EXPERIENCE, KNOWLEDGE, SKILLS:

EDUCATION and/or EXPERIENCE

Bachelor's degree from four-year college or university

5 plus years related management experience and/or training; or equivalent combination of education and experience.

ESSENTIAL FUNCTIONS:

Prepare reports and correspondence for regulatory agencies, various management and departmental purposes, and serves as a technical resource to the City departments, advisory boards and commissions, area citizens and industry.

Establishes division priorities and develops operational guidelines for subordinates, monitors and directs the daily operation of the Wastewater Treatment Facilities, ensuring that treatment parameters are maintained within the plant's discharge permit limits.

Develops operating and capital improvement budgets for the division, including justifications and specifications for major purchases and special projects.

Provides administrative and personnel management assistance and guidance to the Administrative Assistance, and all divisional managers for our facility.

Screens, interviews, selects, hires, provides training for new supervisory and professional employees, administers corrective and disciplinary action, and completes performance evaluations for division personnel.

Directs and manages all wastewater treatment projects, including the development of bid specifications, awarding bids, review and approval of design plans, coordination of financial assistance programs, inspection and final approval of work performed and general contract administration.

Oversees, approves and/or coordinates the design of all minor and major projects, including improvement and new construction.

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS:

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, sit, talk or hear, and taste or smell. The employee frequently is required to use hands to finger, handle, or feel and reach with hands and arms. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

OTHER INFORMATION:

Core Values

The City of Greeley promotes employee participation in the delivery of quality services to and on behalf of the community. Accordingly, the City celebrates diversity in the workplace. The City operates under a set of core values that form the foundation on which we perform work and conduct ourselves as we fulfill our mission:

A City Achieving Community Excellence

Principled Relationships

We strive to develop, strengthen, and honor caring relationships in such a way to challenge ourselves and others to be their best selves. We acknowledge that positive results come from the investment of others in our lives. Nothing of value is ultimately created by oneself. We will practice the Golden Rule.

Accountability

We recognize the profound importance that trustworthy and dependable public servants have to the viability of a community and humbly accept the challenge. Each employee is empowered to rise above circumstances to achieve the service goals set before us.

Stewardship

We commit to the efficient and effective use of the resources we are provided. We will leave it better than we found it.

Integrity

We acknowledge that we must carry out our duties with authenticity, fairness, straightforwardness and transparency in order to honor all who are entrusting us to serve them every day.

Excellence

We will perform our duties with distinction and to the best of our ability. We will strive to improve our abilities to be innovative and set a standard for others.

Applied Wisdom

We believe that our individual and collective life experiences have given us the tools to make good judgments in addressing the issues we face. We commit to be lifelong learners.

Organizational Commitment

As a City of Greeley employee you promise to preserve and improve the quality of life for Greeley through timely, courteous, and cost-effective service. This job description is not intended to be all inclusive; however, it is a valid statement illustrative of the duties, responsibilities, requirements, and performance expectations of this position and how it relates to fulfilling our overall mission. The City reserves the right to assign or reassign duties as determined by the business needs of our community.

Attendance

Work attendance is fundamental responsibility of each City of Greeley position. All employees are expected to be at work on time during all scheduled work shifts. The interdepartmental organizational structure of City operations further necessitates attendance as critical to the overall productivity of our workforce and thus an essential job function of every employee.

Customer Service

The City of Greeley is committed to providing outstanding customer service to all of our customers including: the Citizens of Greeley; fellow co-workers; external clients; and business partners. To accomplish this, it is the responsibility of each employee to treat all people with courtesy, respect, and dignity.

Reasonable Accommodation

It is the policy of the City of Greeley to provide equal employment opportunities for all qualified individuals including those with disabilities. The City of Greeley will provide whatever accommodation it deems reasonable to enable such qualified individuals to perform the essential functions of the job. Positions with the City of Greeley may require a criminal background investigation and credit history, otherwise known as an "investigative consumer report". If you are being considered for a position with the City, this may be part of a conditional job offer and must be satisfactorily completed prior to hire. The City of Greeley adheres to federal requirements pertaining to the Family and Medical Leave Act. A summary of the Employee Rights and Responsibilities under the FMLA is available upon request. EOE/ADA

Pre-employment Testing

Depending upon the position, employees are required to complete various pre-employment tests after the conditional job offer. The pre-employment tests may include any of the following: a criminal background check, drug test, and physical functions screening, medical evaluations, polygraph, or other testing required for the position. No candidate may begin work until results from all applicable tests are complete and acceptable. Once these have been completed the candidate will be notified of a start date.

Broomfield

Class Title: Superintendent - Water/Wastewater
Bargaining Unit: Not Applicable
Class Code: 625

Salary: \$39.10 - \$56.75 Hourly
\$81,328.00 - \$118,040.00 Annually

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[Description](#)

[Benefits](#)

Staff level professional and administrative work supervising the operations of the City's water or wastewater treatment facilities. Performs professional and supervisory duties relating to the planning, directing, organizing, implementing, and coordinating all programs and activities of the respective treatment facility. The incumbent works in partnership with other employees, departments/divisions, agencies and the public in delivering effective and innovative services. Provide holistic services to the public by seeking ways to integrate programs or services provided by other departments, divisions and agencies.

Essential Required Tasks/Examples of Duties:

(Persons appointed to this position must be able to perform all the essential tasks required by the position. The following statements are illustrative of the essential functions of the job, are not intended to be all-inclusive or restrictive and do not include other nonessential or peripheral duties that may be required. Broomfield retains the right to modify or change the duties or essential and additional functions of the job at any time without notice.)

Responsible for planning, developing, and implementing the programs and projects of the water or wastewater treatment facilities. Establishes goals and objectives for the facility. Assists in long-range planning for division. Responsible for making changes in organizational structure, methods, and procedures for division. Participates in the development and implementation of departmental policies and procedures. Coordinates and balances activities of division with those of other City divisions or departments, governmental agencies, or community organizations. Assigns work to subordinate supervisors who, in turn, direct the work of their units. Issues oral and written guidelines and approves procedures developed by subordinate supervisors. Reviews work completed by division units to determine effectiveness in meeting goals and objectives of division/department. Implements change and develops or assists in development of new projects or activities. Hires, assigns, schedules, evaluates and directs work of subordinates; trains subordinates to render effective service to the division. Determines training needs for subordinate supervisors. Approves and evaluates effectiveness of training programs utilized for subordinate personnel. Appraises performance of subordinate supervisors. Reviews performance evaluations written by subordinate supervisors and evaluates their recommendations. Assists subordinate employees in problematic areas. Initiates appropriate disciplinary actions based on recommendations of subordinate supervisors for assigned employees. Maintains awareness of federal, state, and local laws, rules and regulations pertaining to water or wastewater treatment and discharges. Works closely with regulatory agencies such as the United States Environmental Protection Agency (EPA), the Colorado Department of Public Health and Environment and the State Engineer's Office.

The wastewater superintendent is responsible for ensuring that the wastewater treatment facility's discharges are in compliance with the City's National Pollutant Discharge Elimination System (NPDES)

permit.

The water superintendent is responsible for ensuring that the water treatment facility's finished water is potable and meets or exceeds all drinking water standards as established by the Environmental Protection Agency and Colorado Department of Public Health and Environment. The water superintendent is also responsible for ensuring that all raw water diversions into City facilities comply with Colorado water law as defined in the City's water rights portfolio.

Prepares a variety of reports and projects as requested by the supervisor and management. Reviews and coordinates final annual division budgets. Elicits information from subordinate personnel regarding needs of work units. Presents and defends budget proposal to department head. Administers division's budget to ensure effective expenditure of allocated funds; authorizes purchases of supplies, materials, and equipment. Keeps operational records and makes required reports. Maintains supervisory responsibility for all facilities and equipment in use by the division; ensures that they are operating effectively and safely. Assesses division needs to determine necessity of capital improvements and equipment acquisition. Addresses inquiries and complaints from the public or other City divisions or departments concerning division's programs and activities. Make presentations regarding division activities before civic or school groups. Represents the division at various governmental and professional meetings.

Reviews proposed ordinances and regulations, plans, and technical reports related to divisional activities for content, accuracy, and feasibility. Takes proper safety precautions, anticipates unsafe circumstances, and acts accordingly to prevent accidents. Uses all required safety equipment. Manages and supervises operations to achieve goals within available resources; plans and organizes workloads and staff assignments; trains, motivates and evaluates assigned staff; reviews progress and directs change as needed. Provides leadership and direction in the development of short and long range plans; gathers, interprets, and prepares data for studies, reports and recommendations; coordinates division activities with other departments and agencies as needed. Assures that responsibilities are performed within budget; performs cost control activities; monitors revenues and expenditures to assure sound fiscal control; prepares annual and semi-annual budget requests; assures effective and efficient use of budgeted funds, personnel, materials, facilities, and time.

Provides professional advice on issues to management and City Council; makes presentations to supervisors, boards, commissions, civic groups and the general public. Communicates official plans, policies and procedures to staff and the general public. Maintains liaison with other departments as well as state, local, and other public officials. Answers letters of inquiry and talks with patrons; addresses public and civic organizations, which inform the public of policies, procedures and the availability of facilities for public use. Determines work procedures, prepares work schedules, and expedites workflow; studies and standardizes procedures to improve efficiency and effectiveness of operations. Develops and implements policies, procedures and standards for efficient and effective operation and maintenance of operations. Assures compliance with established policies and procedures. Issues written and oral instructions; assigns duties and examines work for exactness, neatness, and conformance to policies and procedures. Maintains harmony among workers and resolves grievances; performs or assists subordinates in performing duties; adjusts errors and complaints. Performs related duties as required.

Minimum Qualifications:

Training - Baccalaureate degree from an accredited college or university in public administration, public health, civil engineering, environmental sciences or a field closely related.
Experience - Five years of progressively responsible experience in respective field of division's activities (water or wastewater), including at least two years at the supervisory level.

OR

Any equivalent combination of training and experience that provides evidence that the applicant

possesses the Necessary Applicant Traits and can perform the essential required tasks.

Necessary Special Requirements - Must be at least 18 years of age. Must possess and maintain a valid driver's license and safe driving record for continued employment. Must possess and maintain a valid Colorado "A" certification in water or wastewater as required by the position for continued employment. Applicants must, as a condition of employment, pass the following pre-offer and post-offer/hire processes: oral board, reference checks, background checks including local police check and sex-offender registry, driving check through DMV, drug screen and fingerprints through CBI/FBI.

Working Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. The noise level in the environment is moderate. Work requires primarily indoor and some outdoor activities. Work is generally scheduled Monday through Friday. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. While performing the duties of this job, the employee is frequently required to sit, talk or hear, walk and use hands to finger, handle, or feel objects, tools, or controls. The employee is occasionally required to reach with hands and arms, stand, climb or balance, stoop, kneel, crouch, or crawl. As a result, the worker is exposed to a wide variety of potential safety hazards. Physical demands are described as light (exert up to 20 lbs. of force occasionally and/or up to 10 lbs. of force frequently, and/or a negligible amount of force constantly to lift, carry, push, pull, or otherwise move objects, including the human body). Travel by automobile/pick-up is required to attend professional meetings or to coordinate the division's activities with other City departments and outside agencies. Specific vision abilities required by this job include close vision, distance vision, depth perception, color vision, peripheral vision, and ability to adjust focus. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Necessary Applicant Traits:

Knowledge - Considerable knowledge of treatment facility methods and administration. Considerable knowledge of the equipment, facilities, operations, and techniques used in subordinate work units. Considerable knowledge of treatment plant operation and maintenance. Broad knowledge of human resource management techniques and practices. Working knowledge of city personnel rules.

Skills - Skill in understanding and responding to customer needs. Skill in the operation of treatment facility equipment and an automobile/pick-up truck as required for travel in this position.

Abilities - Ability to exercise considerable initiative and sound judgment; plan, organize, assign and review the work of subordinate staff to meet departmental goals and community needs; communicate effectively verbally and in writing; work well with varied and demanding people; effectively motivate, develop and discipline subordinate staff; evaluate program effectiveness and efficiency; work from broad direction with limited supervision; work well with culturally diverse people; prepare budget documents, reports, and statistics; administer approved budget; establish and maintain effective working relationships with employees, public, and other agencies; organize information in a clear and logical format; evaluate resources and personnel needs; identify, analyze, and address problems and trends in a timely, efficient, and equitable manner; organize activities in order to complete tasks in accordance with priorities, address multiple demands, or meet deadlines; organize tasks and working environment to maximize efficiency; focus attention on tasks, which may be complex, routine, or repetitive, without losing concentration or becoming distracted by external activities; adapt to interruptions, equipment failures, unusual demands, or changing priorities; handle confidential information; coordinate, analyze and utilize a variety of reports and records; handle emergency situations; employ and enforce safety practices and procedures; and understand and follow written and

oral instructions and procedures.

Performance Indicators:

The incumbent performs duties within the organizational structure of the Department/Division, following appropriate procedures and policies. The incumbent is evaluated in the following areas:

Adherence to the Mission Statement and Guiding Values	Job Knowledge/ Technical Expertise	Quantity and Quality
Leadership Factors Provide direction Lead courageously Influence others Foster teamwork Motivate others Coach and develop Champion positive change	Interpersonal Factors Build relationships Display organizational savvy Manage disagreements	Self-management Factors Act with integrity Demonstrate adaptability Develop oneself
Thinking Factors Analyze issues Use sound judgment	Motivation Factors Drive for results Show work commitment	Communication Factors Speak effectively Foster open communication Listen to others
Administrative Factor Establish plans Manage execution	Organizational Knowledge Use technical/functional expertise Know the business	

A review of the incumbent's performance on the above performance indicators will be conducted on a periodic basis as determined by the supervisor. The supervisor evaluates the incumbent's administration of policies and procedures through daily observations, spot checks, written reports, feedback from other staff members and the public, and communication with the incumbent.

Working Relationships:

Independence of Action - Works under the general direction of the Director of Public Works. Meets with the supervisor to establish overall goals and objectives. The worker uses individual initiative in establishing more specific division objectives. The worker is responsible for the effective operation of the assigned division(s). On individual assignments, the worker establishes overall objectives and deadlines. The worker plans and assures completion of the assignment, maximizing resources, and resolving most conflicts. Exercises considerable independence of judgment in meeting assigned objectives and implementing department operations, services, and programs. The supervisor is kept informed of progress and potentially controversial matters and areas of far-reaching implications. Completed work is reviewed from an overall standpoint of meeting the department's goals and in providing acceptable service levels to the City/community. Errors could result in ineffective services, embarrassment to the organization, increased costs, and time delays.

Personnel Management Responsibility - Management of the division requires the personal supervision of professional, technical, administrative, skilled and clerical subordinates including hiring, scheduling, delegating tasks, reviewing performances, recommending disciplinary actions and providing training. Goals, objectives, policies and procedures for completing job tasks and assignments are outlined by the incumbent. Employees' performance, as well as the overall division's performance, is

the responsibility of the incumbent.

Working Relationships - Relationships are typically with subordinate personnel and other professional and managerial personnel within the City departments. Frequent contact occurs with the public in disseminating information, resolving problems, or making school or civic presentations. Regular contact occurs with vendors. Occasional contact occurs with personnel in other public jurisdictions in exchanging information or while in attendance at meetings.

Job 39349: Executive Director - Water/Wastewater**Water/Water Treatment**

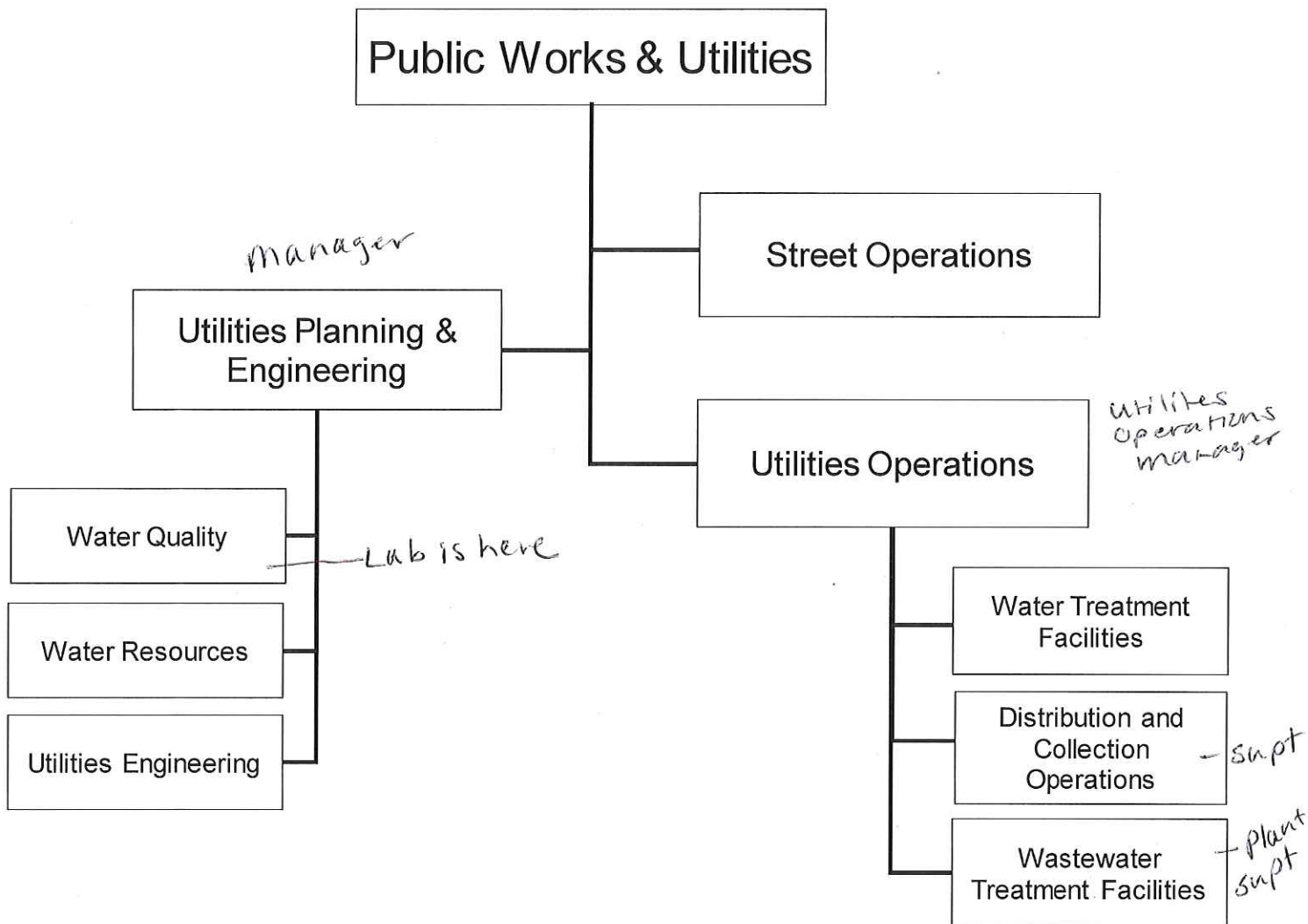
This is the top position/CEO in a Water/Wastewater District. Plans, develops and implements long range plans to meet community demands for future facilities. Develops the budget, monitors/approves expenditures, and makes investment decisions. Represents and promotes the plant operation with the community and governmental entities. Typically reports to the Board of Directors. May also be called District Manager.

Exempt: 100% Non-Exempt: 0%	Rates Actually Being Paid									Rate Ranges		
	No. Orgs.	No. Emps.	Avg.	Wtd. Avg.	Percentiles Reported					No. Orgs.	Avg. Min.	Avg. Max.
					10th	25th	50th	75th	90th			
Individual Organizations												
City of Aspen	1	1	123,635	123,635	UTILITIES & ENVIR INIT DIR					1	93,516	128,991
City of Pueblo	1	1	104,832	104,832	DIRECTOR/WASTEWATER					1	96,933	118,471
City of Woodland Park	1	1	72,871	72,871	Utilities Director					1	69,987	104,979
Total Responses	3	3	100,446	100,446	-	-	-	-	-	3	86,812	117,480
Type of Public												
City	3	3	100,446	100,446	-	-	-	-	-	3	86,812	117,480

Job 39261: Plant Manager/Superintendent**Water/Water Treatment**

Highest level in Water/Wastewater Treatment plant. Manages the strategic operations and personnel of a water or wastewater treatment plant. Plans, develops and implements long range plans to meet community demands for future facilities. Develops the budget, monitors/approves expenditures, and makes investment decisions. Represents and promotes the plant operation with the community and governmental entities. May be a department head.

Exempt: 100% Non-Exempt: 0%	Rates Actually Being Paid									Rate Ranges		
	No. Orgs.	No. Emps.	Avg.	Wtd. Avg.	Percentiles Reported					No. Orgs.	Avg. Min.	Avg. Max.
					10th	25th	50th	75th	90th			
Individual Organizations												
City and County of Broomfield	1	1	100,672	100,672	Superintendent (Water or Wastewater)					1	79,457	108,889
City of Arvada	1	1	96,279	96,279	Water Treatment Manager					1	79,470	108,663
City of Aspen	1	1	103,126	103,126	DEPUTY DIR OF UTILITIES					1	77,401	104,156
City of Boulder	1	1	120,615	120,615	Treatment Plant Coordinator (Wastewater)					1	91,352	139,254
City of Englewood	1	1	116,184	116,184	Wastewater Treatment Plant Manager 3					1	111,672	145,174
City of Glenwood Springs	1	1	82,477	82,477	W/WW Superintendent					1	61,296	85,814
City of Golden	1	2	96,489	96,489	Water Treatment Plant Superintendent					1	79,701	119,501
City of Grand Junction	1	2	102,731	102,731	Water/Wastewater Services Manager					1	89,337	102,732
City of Greeley	1	3	76,411	76,411	WATER TRMT PLANT SUPT					1	60,861	94,209
City of Louisville	1	2	70,855	70,855	Water Plant Superintendent-L46					1	67,039	88,650
City of Loveland	1	2	92,373	92,373	Wastewater Treatment Plant Manager					1	73,501	117,601
City of Montrose	1	1	69,019	69,019	WWTP Superintendent					1	54,212	76,675
City of Northglenn	1	1	86,385	86,385	Public Works Superintendent (Utilities)					1	76,663	102,306
City of Pueblo	1	1	88,646	88,646	WWTP SUPERINTENDENT					1	79,878	97,643
City of Rawlins	1	1	58,752	58,752	Water/Wastewater Superintendent					1	55,777	75,865
Town of Castle Rock	1	2	88,488	88,488	Utilities Operations Manager					1	76,898	107,682
Town of Erie	1	1	79,498	79,498	Water/Wastewater Division Manager					0		
Town of Silverthorne	1	1	95,374	95,374	Utilities Manager					1	72,248	96,331
Town of Telluride	1	1	83,389	83,389	Treatment Plants Supervisor					1	60,875	85,224
Town of Windsor	1	1	69,461	69,461	WWTP SUPERINTEN					1	61,504	83,029
Total Responses	20	27	88,861	88,184	68,623	74,672	86,385	102,190	117,070	19	74,165	102,073
Type of Public												
City	20	27	88,861	88,184	68,623	74,672	86,385	102,190	117,070	19	74,165	102,073



Staffing (Full-Time Equivalent Employees)

	2013 Authorized	2014 Authorized	2015 Proposed	2016 Proposed
Administration	3.00	3.00	3.00	3.00
Street Operations	24.00	24.00	24.00	24.00
Utilities Planning & Eng.	27.00	27.00	28.00	28.00
Utilities Operations	78.50	78.50	81.50	81.50
TOTAL	132.50	132.50	136.50	136.50

NOTE: Staffing reflects FTE in the General and Utility funds.

ABOUT BROOMFIELD
Location, History and Demographics

GOVERNMENT
City and County Services

COMMUNITY
Resident Resources

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Service Listing



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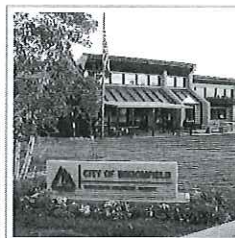
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Wastewater Treatment



Ken Rutt
Superintendent

2985 W. 124th Ave.
Broomfield, CO 80020

Ph: 303.464.5638



Wastewater Division - 303.438.6339

Responsibilities

The Wastewater Division of the Public Works Department is dedicated to the prevention of water pollution and the protection of our environment through the following areas of responsibility:

- Operation of the treatment system at the Wastewater Reclamation Facility
- Maintenance of the process equipment and facilities at the Wastewater Reclamation Facility
- Industrial Pretreatment
 - [Permit Application](#)
 - [Email Industrial Pretreatment](#)
- [Odor Control](#)
 - [Email Odor Control](#)
- [Recreational Vehicle Waste Disposal Station](#)
 - [Permit Application](#)
- Stormwater
 - [Dewatering Permit Application](#)
 - [Preparing a Stormwater Management Plan](#)
 - [Stormwater Construction Activity General Permit Application](#)
 - [Email Stormwater](#)

Questions?

[Public Works Contact Numbers](#)

Videos

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City and County of Broomfield

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Wastewater

Staffing Detail

Administration

Title	2012	2013	2014	2015	2015 Estimated	
					Salary Range	
Director of Wastewater	1	1	1	1	97,901 -	119,656
Regulatory Compliance Specialist	1	1	1	1	73,283 -	89,563
WW Accounting Specialist	1	1	1	1	68,723 -	83,818
Administrative Technician	0.5	0.5	0.5	0.5	33,798 -	45,676
Total	3.5	3.5	3.5	3.5		

Collections

	2012	2013	2014	2015	2015 Estimated	
					Salary Range	
WW Collection Supervisor	1	1	1	1	57,003 -	69,632
Wastewater Lift Station Operator	2	2	0	0	-	
Wastewater Utility Worker V	0	0	0	2	40,893	52,089
WW Utility Worker IV	7	7	9	7	38,997 -	49,700
WW Utility Worker/WW Utility Worker I/WW Utility Worker II / WW Utility Worker III	7	7	7	7	29,889 -	47,776
Total	17	17	17	17		

Engineering

	2012	2013	2014	2015	2015 Estimated	
					Salary Range	
WW Engineering Supervisor	1	1	1	1	65,166 -	79,598
Associate Engineer II WW	2	2	2	2	44,684 -	57,802
Wastewater Data Technician	1	1	1	1	40,893 -	52,089
Wastewater Inspector	1	1	1	1	40,893 -	52,089
	5	5	5	5		

Wastewater

Staffing Detail

Treatment Plant

	2012	2013	2014	2015	2015 Estimated Salary Range	
WWTP Superintendent	1	1	1	1	80,676 -	98,618
WWTP Lab Supervisor	1	1	1	1	69,217 -	84,588
WWTP Maintenance Supervisor	1	1	0	0	-	
Assistant WWTP Superintendent	0	1	1	1	69,217 -	84,588
WW SCADA Coordinator	1	1	1	1	51,822 -	66,122
Pretreatment Manager	1	1	1	1	69,217 -	84,588
WW Operator A	5	5	5	5	50,782 -	63,720
Lab Analyst III	1	1	1	1	51,822 -	66,122
Lab Analyst II	1	1	1	1	46,209 -	58,925
Lab Analyst	1	1	1	1	43,322 -	55,214
Pretreatment Specialist	1	1	1	1	42,211 -	53,802
WRF Worker/WRF Worker I/WRF Worker II	5	5	6	6	29,889 -	43,615
Assistant WWTP Operator C	1	1	1	1	33,236 -	41,932
WWTP Maintenance Mechanic	1	1	1	1	37,545 -	47,776
Senior WWTP Maintenance Mechanic	2	2	2	2	42,211 -	53,802
WW Instrument & Controls Specialist	1	1	1	1	42,211 -	53,802
WW Electrical Specialist	1	1	1	1	56,979 -	69,484
Senior Clerk Typist	1	1	1	1	30,520 -	41,135
WWTP Operations Manager	1	0	0	0	-	
Total	27	27	27	27		
Department Total	52.5	52.5	52.5	52.5		

Capital Project Detail

Project No.	Project Description	2015 Adopted Budget
WWAN01	Annual Small Main Rehabilitation	730,000
WWAN02	Annual Large Main Rehabilitation	1,820,000
WWAN03	Annual Point Repairs	300,000
WWAN04	WRF Facility Rehab	500,000
WW1203	Electrical Upgrade	1,844,400
WW1403	Digester Cover Rehab	285,000
	Contribution to Street Resurfacing (HUTF)	50,000
	Total Capital Project Funding	5,529,400

**CITY OF BOULDER
POSITION DESCRIPTION**

DATE: 1/2008

POSITION TITLE: Wastewater Treatment Manager

EMPLOYEE GROUP: Management/Exempt

DEPARTMENT/DIVISION: Public Works/Utilities

OVERALL JOB OBJECTIVE:

Under general direction, to direct, manage and coordinate wastewater treatment operations, and to perform related duties as required to ensure protection of environmental quality and public health. This position serves as an advisor to City Council, city advisory boards and city staff, functions as a liaison with other city departments and is a member of the Utilities management team emphasizing effective communications, continuous improvement, problem-solving orientation, service to customers, and accountability.

JOB EXPECTATION:

The Department of Public Works is committed to providing excellent customer service and our employees are expected to:

- Be effective communicators,
- Provide leadership,
- Act with a high level of integrity,
- Be inclusive and respect differences, and
- Be responsible and accountable for their works and actions.

DUTIES AND RESPONSIBILITIES:

1. Directs, manages and coordinates wastewater treatment operations. This includes the following:
 - Supervises staff as described in supervisory paragraph below.
 - Develops, implements and evaluates operation and maintenance policies and guidelines.
 - Establishes general work priorities and standards for quality of work output.
 - Coordinates plant operations, maintenance, and special projects related to wastewater treatment.
 - Analyzes the condition of facilities and equipment to establish and prioritize short and long-term maintenance, repair, and construction needs.
 - Resolves or assists in resolution of operational, technical, or personnel related problems.
 - Serves as work group representative in division or department meetings.
 - Ensures that an effective plant safety program is developed and maintained including emergency response capability, employee training, safety supervision, and implementation of appropriate safety policies and procedures.
 - Acts as liaison to the management team for the Marshall Landfill Remediation Project.
2. Performs administrative duties. This includes the following:
 - Develops, implements, and monitors treatment plant budget, including reviewing revenue projections and adjusting expenditures accordingly.
 - Analyzes and interprets plant data, evaluates treatment processes for effectiveness, efficiency and cost, and institutes or recommends changes as necessary.
 - Ensures that the plant is operated in accordance with City, County, State, and Federal regulations and meets effluent discharge, biosolids recycling, stormwater, and air pollution control standards. Writes and submits compliance reports to applicable regulatory agencies.
 - Ensures that the Marshall Landfill Remediation Project meets all applicable regulations.
 - Keeps abreast of pending changes in regulations and proposed legislation and utilizes information for planning, budgeting, and treatment strategy development.
 - Oversees and provides career development opportunities and training of staff.

- Negotiates contracts and directs activities of engineering consultant, contractor, or material suppliers, as needed.
 - Develops, implements, and monitors an Environmental Management System (EMS) for the treatment plant.
 - Establishes and monitors protocols to ensure a high performance level of customer service.
3. Assists with the coordination of Capital Improvement Projects (CIP) to upgrade and/or expand plant facilities. Coordinates wastewater treatment activities and plans with other utility work group managers.
 4. Acts as liaison or city representative to a number of governmental agencies to track and provide input to wastewater treatment issues related to environmental quality and public health (e.g. regulations, planning, environmental monitoring and public outreach.) These agencies may include: U.S. Environmental Protection Agency (EPA), Colorado Department of Public Health and Environment, U.S. Geological Survey and Boulder County Health Department. Acts as a liaison or city representative to environmental or utility work groups or committees including: Colorado Wastewater Utility Council, Xcel Energy, Denver Regional Council of Governments (DRCOG), Tri-Basin TMDL Workgroup, Universities and other ad-hoc committees.
 5. Responds to questions from the public and press and presents information to City staff, advisory boards, City Council and state and federal regulatory agencies. Ensures that public information and outreach is coordinated with the Public Works Communications group. Composes memoranda, reports, correspondence, and agenda items for boards and City Council. Coordinates development of public outreach/input materials (e.g. customer surveys, brochures, fact sheets) and grant proposals. Coordinates Wastewater Treatment web-based data management and public information systems.
 6. Updates job knowledge regarding government standards, new treatment processes, developments in facilities design, and other changes in environmental control and remediation.
 7. Develops and implements emergency management guidelines to effectively deal with wastewater treatment problems, power outages, flooding, and other factors which could impact public health and environmental quality. Coordinates facility safety and security needs and ensures compliance with EPA-required Risk Assessment Plan.
 8. Other:
 - Performs related duties as required to meet the needs of the City.
 - Takes proper safety precautions to prevent accidents. Responsible for the safety of self, others, materials, and equipment. Uses all required safety equipment and follows all safety regulations, policies and procedures. Reports all accidents and damage to City property.
 - Responsible for knowing and complying with all City and department policies; participating in professional trainings and development; and adhering to attendance and workplace attire policies.

Generally, duties and responsibilities are listed from most to least critical or time consuming.

The city of Boulder is committed to hiring employees who provide excellent customer service. Our employees act with a high level of integrity, and take responsibility for their words and actions.

City of Boulder employees strive to respect and appreciate each individual's differences, and to work effectively with all people and their diverse backgrounds. We support candid and honest interactions, which respect other points of view, and are sensitive to communication differences. We achieve organizational goals through inclusive problem solving, planning, and decision-making. Community partnerships are included in this effort.

All City supervisors are responsible for understanding and enforcing relevant collective bargaining agreements and Management policies; hiring and firing supervised employees or making related recommendations; ensuring employees are trained initially and on an ongoing basis, as needed; providing appropriate feedback to employees by monitoring day-to-day performance; completing performance evaluations on time; correcting

problems in employee work habits or performance in a timely manner; prioritizing and scheduling work functions and vacations; ensuring adherence to established safety standards; ensuring the timely completion and submission of all paperwork required by the City to process employee transactions, insurance or injury claims, etc.; maintaining related records; and ensuring the accuracy of reported time use and appropriately incorporating the principles of community sustainability into work on a routine basis.

CHAIN OF SUPERVISION:

(1) TITLE OF IMMEDIATE SUPERVISOR: Director of Public Works for Utilities

(2) TITLE(S) OF POSITION(S) OVER WHICH THIS POSITION HAS DIRECT SUPERVISION:

Treatment Plant Supervisors, Plant Maintenance Supervisor, Resource Recovery Specialist, Process Optimization Specialist and Administrative Specialist.

REQUIREMENTS:

Bachelor of Science degree in Engineering, Environmental Studies, Chemistry, Physical or Biological Science or related degree. A minimum of 7 years of progressively responsible wastewater treatment experience, including supervisory and administrative experience. Colorado Wastewater Treatment Plant Operators' Certification or ability to obtain within 12 months. Excellent customer service skills for internal and external customers. Excellent verbal and written communication skills, including report writing. Strong interpersonal skills including demonstrated ability to deal with people under difficult conditions, conflict resolution skills, and to work under time pressure. Demonstrated analytical and problem solving skills. Demonstrated ability to work independently with minimal supervision and to assume responsibility. Effective negotiation, management, and organizational skills. Ability to plan, coordinate, and supervise the work of the WWTP staff, consultants, and contractors. Demonstrated skill in the areas of employee work plan development, goal setting and monitoring, and employee performance evaluation. Demonstrated skills in coordinating the activities and shifts of employees involved in a 24-hour per day work operation. Experience in budget management and preparation. Experience with personal computers and data base and spreadsheet software. Valid Colorado Driver's License and acceptable motor vehicle record. Acceptable background information including criminal conviction record and credit history.

DESIRED QUALIFICATIONS:

Master of Science degree in a related field or degree in Public Administration. Colorado Class A Wastewater Treatment Plant Operators' Certification. Colorado Class III Collection System Certification. Previous experience with the City of Boulder's Wastewater Treatment System. Experience in coordinating the activities and shifts of a 24/7 operation. Experience with SCADA systems. Experience making presentations before boards, commissions, and neighborhood groups. Knowledge of first aid and CPR, as well as other health/safety issues related to the wastewater field, including, but not limited to OSHA Regulations. Hazardous material training.

WORKING CONDITIONS:

Physical Demands: Primarily sedentary physical work requiring the ability to lift a maximum of 25 pounds; occasional lifting, carrying, walking, bending, kneeling and standing; frequent hand/eye coordination to operate personal computer and office equipment; vision for reading, recording and interpreting information; speech communication and hearing to maintain communication with employees and the public.

Work Environment: Works primarily in clean, comfortable environment. Occasional work in a laboratory, confined spaces and around wastewater treatment plant equipment (pumps, motors, chemical storage, electrical equipment).

Machines and equipment used in work include, but are not limited to the following: City vehicle, personal computer, pager, telephone, photocopy machine, facsimile machine, calculator and blackberries.

SIGNATURE SECTION:

GJ = \$89,328 - \$102,732

\$96,029

Job 39261: Plant Manager/Superintendent**Water/Water Treatment**

Highest level in Water/Wastewater Treatment plant. Manages the strategic operations and personnel of a water or wastewater treatment plant. Plans, develops and implements long range plans to meet community demands for future facilities. Develops the budget, monitors/approves expenditures, and makes investment decisions. Represents and promotes the plant operation with the community and governmental entities. May be a department head.

Exempt: 97% Non-Exempt: 3%	Rates Actually Being Paid									Rate Ranges		
	No. Orgs.	No. Emps.	Avg.	Wtd. Avg.	Percentiles Reported					No. Orgs.	Avg. Min.	Avg. Max.
					10th	25th	50th	75th	90th			
Total Responses	35	49	94,620	95,273	69,461	81,077	88,646	104,563	120,615	30	76,442	110,183
Type of Public												
City	20	27	88,861	88,184	68,623	74,672	86,385	102,190	117,070	19	74,165	102,073
Public Utility	14	21	102,035	103,876	77,083	83,768	96,096	113,267	163,355	11	80,375	124,191
Private Utility	1	1	-	-	-	-	-	-	-	0	-	-
Geographic Location												
Denver/Boulder	15	22	99,567	98,542	72,522	84,219	94,345	116,216	121,149	13	82,004	117,702
Northern Colorado	5	8	78,791	80,126	-	72,444	78,130	82,940	-	3	65,288	98,279
Colorado Springs	1	2	-	-	-	-	-	-	-	1	-	-
Pueblo	1	1	-	-	-	-	-	-	-	1	-	-
Western Slope	5	6	92,407	94,128	-	79,796	100,308	104,302	-	5	71,336	99,863
Resort Areas	5	6	93,370	93,200	-	87,075	94,447	97,854	-	5	70,039	99,697
Wyoming	3	4	79,883	79,883	-	-	-	-	-	2	-	-

Job 39213: Distribution & Collection Superintendent**Water/Water Treatment**

Directs the operation and maintenance of water distribution systems and/or wastewater collection system. Oversees the planning, policies and programs related to installation, repair and maintenance of water and/or wastewater systems. Second-level supervisory position. Also see Distribution & Collection Supervisor.

Exempt: 85% Non-Exempt: 15%	Rates Actually Being Paid									Rate Ranges		
	No. Orgs.	No. Emps.	Avg.	Wtd. Avg.	Percentiles Reported					No. Orgs.	Avg. Min.	Avg. Max.
					10th	25th	50th	75th	90th			
Total Responses	27	36	87,049	87,529	69,108	78,550	83,786	97,695	103,642	26	70,145	99,987
Type of Public												
City	14	20	78,341	79,600	61,547	73,746	80,059	83,814	96,276	14	67,160	92,662
Public Utility	13	16	96,426	97,441	78,510	90,536	97,630	101,379	116,405	12	73,628	108,533
Geographic Location												
Denver/Boulder	16	18	91,601	91,110	76,063	79,880	87,308	98,331	110,797	15	74,848	106,442
Northern Colorado	3	7	76,847	76,993	-	73,804	75,369	82,917	-	3	61,830	92,341
Colorado Springs	1	4	-	-	-	-	-	-	-	1	-	-
Western Slope	3	3	79,135	79,135	-	-	-	-	-	3	63,748	84,360
Resort Areas	3	3	82,815	82,815	-	-	-	-	-	3	63,309	92,758
Wyoming	1	1	-	-	-	-	-	-	-	1	-	-